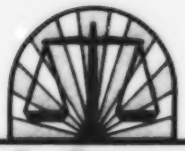

**Community Legal Information Association of Prince Edward Island, Inc.**

# Annual Report

# 2000 – 2001

## April 1, 2000 -- March 31, 2001

P.O. Box 1207, Charlottetown, Prince Edward Island C1A 7M8
hone 902-892-0853 or 1-800-240-9798 • Fax 902-368-4096 Email: cliapei@isn.net • Website: www.isn.net/cliapei/

102-04586/

# Introduction

The Community Legal Information Association of Prince Edward Island, Inc. (CLIA) is a non-profit corporation and a registered charity. Our work is called public legal information. Our goal is to provide Islanders with understandable useful information about our laws and the justice system. Donations to the Association are income tax deductible.

Community Legal Information Association is the only organization on Prince Edward Island that provides public legal information and education programmes on a full-time basis. We do this with the help of volunteers--members of community groups, lawyers associations, government departments and interested and knowledgeable members of the general public.

We would like to thank our funders: Department of Justice Canada; the Office of the Attorney General of Prince Edward Island; and the Prince Edward Island Law Foundation who provide ongoing funding for Association activities.

In the past year we have received additional funding from the Department of Justice Canada to translate pamphlets into French and further develop our web-site, to mobilize the community around the renewal of youth justice, and to present information about family law to young single parents. The Law Society of PEI also provided us with funding to operate the Lawyer Referral Service.

# Board of Directors

CLIA's Board of Directors, consisting of up to 19 members, is elected by the membership at the Annual Meeting for a two-year term, one half of the Board being elected each year. Three members of the Board must be qualified to practice law in the province.

The members and organizations represented on the 2000-2001 Board of Directors are:

| | |
|---|---|
| Dianne Griffin, President | Pownal House |
| John Hennessey*, Vice President | Lawyer |
| Anne Wheatley, Secretary | People First |
| Janet Marshall, Treasurer | Individual |
| Janet Christian Campbell* | PEI Human Rights Commission |
| Marla MacDonald* | Law Society of PEI |
| Hubert McIsaac | PEI Seniors Federation |
| Allan MacRae | Department of Education |
| Alan Paquet | Office of Attorney General |
| Pearl Ross | P.E.I. Community Schools |
| Cst. Richard Thibault | R.C.M.P. |
| Susan E. Warren* | Family Support Orders Program |
| Joanne Lajeunesse | GIFT Program, Col. Gray High School |
| Sharon O'Brien | Mi'kmaq Family Resource Centre |

* Qualified to practice law on Prince Edward Island

# Staff and Volunteers

**Administrative Staff:**

| | |
|---|---|
| Ann Sherman | Executive Director |
| Maisie Smith | Executive Assistant |
| Donna Langille | Programme Assistant |
| Noreen MacInnis | Office Assistant |

**Project staff:**

| | |
|---|---|
| Cheryl Clark | Manager - YCJ Project |
| Shaun MacNeill | Youth Coordinator - YCJ Project |
| Bill Ashton | CPI Project |
| Heidi Lund | Web Site development/cataloguing |

We couldn't do our work without the help of many volunteers and the hundreds of hours they donate to CLIA every year…

**To the many volunteers who help us**

# Thank You

**for supporting public legal information in PEI**

# President's Report

It has been my privilege to serve as President of the Board of Directors of Community Legal Information Association (CLIA) during the past year. The organizational ability and expertise of Ann Sherman and staff have made this a valuable learning experience.

The staff of CLIA continue to work with numerous community groups and government agencies across the province ensuring that information about our laws and justice system is available to all Islanders.

This has been a very exciting and productive year for CLIA. There has been a steady increase in demand for existing services. With the addition of staff, along with new projects, there has been an increase in community involvement that has served to increase the visibility of CLIA.

Congratulations to Ann Sherman and staff for a very successful and productive year. These individuals display a passion and dedication to their work. Their openness to new ideas and flexibility to adapt to change has created a successful team. Thank you for making the work of the Board so easy by providing us with the necessary information prior to meetings.

The Board committees have been active during the year and I thank all Board members for their interest in and support of CLIA.

Dianne Griffin

# Staff Report

I find it hard to look back over the past year at CLIA because we're busy keeping up with demands, and looking at what we can do next! The Board gives us the privilege of working for an organization where we can be creative and take initiative. They are supportive--but they ask hard questions! I'd like to thank all the board members for the interest they take in our work.

One of the high points of last year has been the increase in our staff numbers with the addition of Cheryl Clark and Shaun MacNeill who are working on the youth criminal justice project. They have accommodated themselves well to our workplace culture and they have brought enthusiasm, ability and fresh new ideas with them into the office. Cheryl and Shaun are a wonderful addition to our team.

The increase in our staff complement has enabled CLIA to offer health benefits and an employee assistance plan for the first time in its 17-year existence. For those of us who have been with CLIA for many years these are appreciated responses to our needs.

This year has seen some lessening of crime prevention activities, increased involvement in family violence prevention, and a mobilization of the community around criminal and civil justice issues. I like to think that we have been able to provide information that has helped Islanders to understand how and why the justice system works in the way it does. Informed citizens can advocate for change in a far more effective manner that those who are ignorant.

As always, my thanks to Maisie and Donna for keeping things going, and to Noreen without whom we would be lost. CLIA services are provided as the result of a team effort. Thank you to everyone who supports us in this.

Ann Sherman

# Core Programming

## Legal Information Line

**1-800-240-9798**

The Law Foundation and Justice Canada fund the legal information line. This is an Island-wide toll-free telephone service staffed by Maisie Smith and Donna Langille.

Total number of telephone inquiries: April 1, 2000 - March 31, 2001: 3260
Total number of callers: Male 820, Female: 1331, Agencies: 166
Other inquiries (walk-in, email, fax, letter): 197

**Topics:**

| | | | |
|---|---|---|---|
| Family Law (general) | 780 | Criminal Law | 217 |
| Child Support | 415 | Crime Prevention | 97 |
| Custody and Access | 256 | Civil | 146 |
| Mediation | 43 | Consumer and Contract Law | 168 |
| Divorce Kit | 365 | Employment/Immigration | 61 |
| Wills and Estate Law | 368 | Human Rights | 19 |
| Property/Landlord/Tenant | 127 | Other | 198 |

These figures do not include the questions answered in the course of presentations, or the straightforward requests for written information that come into the office. They do not include the calls that come to our homes, or questions that we are asked on the street and at social events. Some phone calls are not included simply because we are too busy to record them.

## Lawyer Referral Service

**1-800-240-9798**

The toll-free line also operates as the lawyer referral service. This is a service provided under contract to the Law Society of P.E.I. We responded to 1599 calls in the following categories this year.

| | | | |
|---|---|---|---|
| Administrative | 54 | Labour/employment | 42 |
| Civil Litigation | 147 | Insurance/Personal Injury | 56 |
| Company & Commercial | 36 | Landlord/tenant | 18 |
| Constitution | 1 | Motor Vehicle | 52 |
| Consumer Protection | 23 | Patents, etc. | 5 |
| Criminal | 87 | Pensions | 7 |
| Criminal (Youth) | 3 | Real Estate | 63 |
| Debtor/Creditor/Bank | 51 | Origin of calls: | |
| Estates/Wills | 84 | **Female callers:** | **931** |
| Family | 819 | **Male callers:** | **668** |
| Fisheries | 5 | **Prince County:** | **346** |
| Gas & Oil | 1 | **Queens County:** | **968** |
| General | 38 | **Kings County:** | **237** |
| Immigration | 5 | **Out of Province:** | **45** |
| | | **Out of Country:** | **3** |

## Resource Center

Law Foundation funding supports the legal information resource centre. The resource centre is open to the public during regular government office hours. Members, government employees and law teachers may borrow materials from our collection and anyone may use the resource centre for research purposes.

The material in the collection is also accessible on the Internet and may be found through the CLIA Home Page at: **www.isn.net/cliapei/.** The CLIA Web-site allows browsers to search by key word, subject or author. Visitors may also complete and submit a publications order form, or e-mail us at **cliapei@isn.net**

Materials are available on the "net" in both official languages thanks to additional funding this year from Justice Canada.

## Speakers' Bureau

The legal fraternity and other professionals continued to support our speakers' bureau this year. Lawyers and others volunteered to give presentations to young single parents sessions, law teachers and their classes, community schools, United Baptist Church young parents group, employment enhancement program, Eastern Kings Family Violence Prevention Committee, Federation of PEI Municipalities, University Women's Association and others.

## Displays and Resource Materials

We provided displays for the PEI Teachers' Federation Annual Convention, Canadian Counselling Association Conference 2000, Crime Prevention Conference 2000, Canadian School Boards Association National Congress, Seniors Federation Annual Meeting, Parenting from Two Homes program, and the Summerside Tax Centre, Health and Wellness Day.

## Translation

Project funding from Department of Justice Canada and in-kind support through the Office of the Attorney General has given fresh impetus to our translation program. This year we were able to translate many of our pamphlets including the *CLIA* brochure, *Lawyer Referral Service*, all the information for young single parents, *Maintenance Enforcement*, *Islanders' Guide to the Family Law Act*, *Making Your Will*, *Sentencing* and *Guide for Witnesses*.

We are still working on *Common Law Relationships* and *Support: What You Need to Know*. The web site is also becoming bilingual.

## Building Community Capacity

In the past we have described CLIA as "a resource to the community". Now we call this "building community capacity". We do this in a number of ways including:

- participating on planning and organizing committees,
- supporting projects and programs,
- providing intermediary and other training,
- providing expertise and information,
- reviewing materials, and
- providing leadership.

Last year we served on the following provincial committees:

- The Premier's Action Committee on Family Violence Prevention
- Victim Services Advisory Committee
- Conference 2000 planning Committee
- Joint Management Committee
- PEI Literacy Alliance
- PEI Crime Prevention Association
- Restorative Justice Network
- Family Law Section Planning Committee

We also worked with many community groups on specific projects. These included:

- Women Abuse Policy and Protocol Project,
- Justice Options for Abused Women Project,
- Workplace Violence Prevention/Safety Working Group
- Legal Aid and Social Justice for Women on PEI
- Homophobia Workshop
- Crime Prevention Week Planning Committee

In addition to providing legal information and education we also provide facilitation in strategic planning, assistance in developing evaluation frameworks/procedures, help in project development and other support.

## Crime Prevention Activities

Although our funding for crime prevention activities ceased last year we have continued our activities on a number of initiatives. Regionally CLIA continues to be represented on the Atlantic Coordinating Committee for Crime Prevention and Community Safety; provincially we sit on the National Crime Prevention Centre's Joint Management Committee for Prince Edward Island and we have a seat on the board of the Crime Prevention Association of PEI. It has been interesting and gratifying to see how many of the proposals for funding under the community mobilization program of the national crime prevention strategy mention CLIA and state their intention of involving us in their projects.

## Law Teachers Workshop

Law Teachers from High schools across PEI gathered at the Dutch Inn in Cornwall to hear about and discuss youth criminal justice. Youth justice project manager, Cheryl Clark and youth coordinator Shaun MacNeill facilitated the day starting off with a participatory game.

Speakers included: Paula Kingston, Youth Justice Policy Unit, Department of Justice Canada; Frank Lavandier, Regional Manager of Probation Services; Eileen Flanagan, Student Services Consultant with the Department of Education; and Bonnie Butler, a community youth worker. A Mom with a personal story about her son's involvement in the youth justice system also spoke and her presentation gave rise to a lively discussion about the root causes of crime and prevention strategies.

The Law Teachers Workshop is an ongoing joint project of CLIA, the provincial Department of Education and the Law Foundation of Prince Edward Island. As always the teachers appreciated both the information and the way in which it was provided. Comments included:

- "Personal story was excellent. The personal story certainly can help us understand how the young offender's life affects his whole family."
- "...interesting, fast-paced - length of each session was good. Well organized!"
- "I now have a better understanding of how some of these support systems work."

# Family Violence Prevention Activities

CLIA is represented on the Premier's Action Committee on Family Violence Prevention. During the past year we have worked on the Women Abuse Policy and Protocol Project, the Justice Options for Abused Women Project, and the Workplace Violence Prevention/Safety Working Group.

In addition we have been actively working in violence prevention in the community. We have taken part in:

- training sessions with Rape Crisis Centre volunteers
- public meetings about preventing family violence,
- a public meeting organized in response to the killing of a woman in Cardigan,
- educating advisory group members of a 'Zero Tolerance for Violence Against Women and Children on PEI' project, and
- A public meeting about the lack of family legal aid in PEI.

CLIA is also represented on the Victim Services Advisory Committee and this year has been active as part of a sub-committee looking at the justice system response to victims of family violence. In October 2000 we participated in a Victims Round Table in Charlottetown organized to provide an opportunity for the Policy Centre for Victim Issues to hear from those engaged in issues related to victims of crimes on PEI.

In March 2001 the executive director of CLIA chaired an information session for Justice officials about child-friendly courthouses with guest speaker, The Honourable Justice William Wolski of the Ontario Court of Justice.

Most recently we have been responding to calls from community members expressing outrage at a plea bargain reducing murder charges to manslaughter and the joint recommendation of a 10-year sentence by Crown and defence.

# Youth Criminal Justice

## Mobilizing the Community about Youth Justice

Beginning in September 2000, we conducted 16 interactive presentations on the Youth Criminal Justice Act, the youth justice system and restorative justice for 315 youth and 86 adults in PEI. Positive feedback indicates that the information is necessary and wanted by communities.

- *"We didn't know this about Canada's youth justice system -- This is the most interesting presentation we have had"*
- *"That was great -- I finally understand what restorative justice means"*

Partnering with the Adventure Group, an organization well known for their expertise in experiential learning, we held a 3-day camp for 40 high-risk youth in the Hillsborough area during the March Break. A few youth required to do community service assisted us in running the camp. The camp combined activities focusing on youth justice with those focusing on building self-esteem. It was encouraging to see the youth become increasingly confident and motivated as they began to learn more about youth justice and themselves.

The youth role-played a community justice forum, toured the PEI Supreme Courthouse and learned about trial procedure from the Chief Justice of Prince Edward Island The Honourable Gerard E. Mitchell, spoke with Crown and defence counsel, and performed a mock jury trial before Mr. Justice Norman Carruthers.

We would like to thank the project Advisory Committee for their support and assistance. Members are:

Pauline Frizzell & Bill Farrow - Adventure Group
Phil Arbing - Provincial Advisor, Office of the AG
Chief Paul Cousins - Kensington Police
Candice Mackenzie & Heather MacDonald - Ch'town Boys&Girls Club
Barry Chandler -Youth Consultant, Dept. Health & Social Services
Donna Langille & Ann Sherman - CLIA
Barbara Bernard - Community Health Representative, Abegweit First Nation
Jackie Doran MacLeod - Coordinator Community Youth Worker / ARP
Ed Kilfoil - Executive Director PEI Teachers' Federation
Donna Meyers Cathcart - Georgetown Youth Center
Bill Wiltshire - RJ Network & PEI Conflict Resolution Coop
Tiffany Sark - Cultural Resource Center, Lennox Island Band

Barbara Bradford, the evaluator for the project, conducted a survey of 300 Islanders aged 15 and older. The study concentrated on public opinion and knowledge of youth justice. Results of the survey indicate that the majority of people feel safe from crime. Four-fifths feel safe when walking alone in their area after dark. Despite this, 38% of the respondents feel non-violent youth crime is increasing in their neighborhood and 28% believe violent youth crime is increasing in their neighborhood.

Satisfaction with the current youth justice system is fairly low. Almost three-quarters say the majority of sentences for youth crime are too light and more than three-quarters believe that youth who commit violent offences should receive the same sentences as adults who commit similar crimes. 90% of respondents feel that youth are more likely than adults to be rehabilitated and 93% agree that youth who commit non-violent crimes should be treated by community programs.

It is promising to see that more than two-fifths of the respondents are interested in becoming involved in youth justice.

# Child Support Guidelines

## Inquiries and Distribution of Information

Of the 1859 inquiries about family law, 415 dealt exclusively with Child Support and the guidelines--an additional 256 dealt only with custody, access and visitation. We distributed 703 complete Child Support Guidelines kits (2 in French), and 581 additional copies of our pamphlet: *Support: What You Need to Know*. 541 copies of the new Maintenance Enforcement pamphlet were also distributed. CLIA continues to be involved in the *Parenting from Two Homes* program, supplying information resources for each presentation.

## Rural Information Sessions about Family Law

In November a private donation enabled CLIA to hold three information sessions on Family Law in rural communities. Family resource centres (Kids West and Carousel) hosted two of the sessions--in West Prince and Eastern Kings. In Queens County the information session was held at the Cymbria Lions Hall.

## Information for Young Single Parents

Funding from the Community Mobilization Program of the National Crime Prevention Centre and partnership with the Eastern Cooperative Health Organization enabled CLIA to provide 15 legal information workshops for young single parents. We also provided two sessions for fathers (in Charlottetown and in the Provincial Correctional Institute). Ten lawyers and seven mediators/social workers volunteered their time to this project. Workshop delivery was made possible by partnering with local Family Resource Centres and schools. A grant from Department of Justice Canada enabled us to translate the pamphlets into French, and we used a French speaking lawyer to provide the information in the Evangeline area.

# New Publications

**New publications:**

*Making Your Will*

Kit: Legal Information for Young Single Parents

*About Birth Certificates*
*About Naming Your Child*
*About Parents--rights and responsibilities*
*About Proof of Parentage*
*About Custody, Access and Visitation*
*About Grandparents--rights and responsibilities*
*About Naming a Guardian for your Child*
*About Child Support*
*About Adoption*
*About Services that May be Helpful*

**French Translations:**

*Informations sur les certificats de naissance*
*Informations sur comment donner un nom à son enfant*
*Informations sur les droits et les responsibilités des parents*
*Informations sur la preuve de filiation*
*Informations sur la garde, l'accès et le droit de visite*
*Informations sur les droits et les responsabilités des grands-parents*
*Informations sur la désignation d'un tuteur pour votre enfant*
*Informations sur la pension alimentaire pour enfants*
*Informations sur l'adoption*
*Informations sur quelques services pouvant se révéler utiles*
*Exécution des ordonnances alimentaires a l'Île-du-Prince-Édouard*
*Guide des Insulaires en matière de droit de la famille*
*Un guide a l'intention des témoins*
*Service de référence aux avocats*
*Faire son testement*
*Détermination de la peine*
*Votre avocat et vous*

# COMMUNITY LEGAL INFORMATION ASSOCIATION OF PRINCE EDWARD ISLAND INC.

## FINANCIAL STATEMENTS

MARCH 31, 2001

MacPherson Rocke Smith & Noonan

# MacPherson Roche Smith & Noonan

CHARTERED ACCOUNTANTS AND MANAGEMENT CONSULTANTS

**Partners:**
Stan H. MacPherson, FCA
Harold J. Roche, CA
H. Andrew Smith, CA
Darren W. Noonan, CA
**Senior Counsel:**
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C1A 1M9

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Facsimile:(902) 368-3558
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## AUDITORS' REPORT

To the Directors of
**Community Legal Information Association of Prince Edward Island Inc.**

We have audited the balance sheet of **Community Legal Information Association of Prince Edward Island Inc.** as at March 31, 2001, the statements of revenue and expenses, surplus and cash flows for the year then ended. These financial statements are the responsibility of management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In common with many charitable organizations, Community Legal Information Association of Prince Edward Island Inc. derives revenue from the general public in the form of donations, the completeness of which are not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of Community Legal Information Association of Prince Edward Island Inc. and we were not able to determine whether any adjustments might be necessary to revenue, cash and surplus.

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the donations referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of the Association as at March 31, 2001 and the results of its operations for the year then ended in accordance with generally accepted accounting principles.

MacPherson Roche Smith + Noonan

May 10, 2001

**Chartered Accountants**

*representing*
**Deloitte & Touche**

# COMMUNITY LEGAL INFORMATION ASSOCIATION OF PRINCE EDWARD ISLAND INC.
## STATEMENT OF REVENUE AND EXPENSES
YEAR ENDED MARCH 31, 2001

| | Core Program Fund Budget | Core Program Fund Actual | General Fund Actual | Total Actual |
|---|---|---|---|---|
| **Revenue** | | | | |
| Federal Department of Justice | $ 70,000 | $ 70,000 | $ - | $ 70,000 |
| Law Foundation | 20,000 | 20,000 | - | 20,000 |
| Law Society - Lawyer referral | 7,500 | 7,500 | - | 7,500 |
| Interest | 30 | - | - | - |
| Memberships and donations | 200 | 200 | - | 200 |
| Miscellaneous | - | - | 10,198 | 10,198 |
| Crime Prevention Speakers' Bureau | - | - | 65 | 65 |
| Echo Teen Parents | - | - | 9,926 | 9,926 |
| Youth Justice Display | - | - | 4,066 | 4,066 |
| Youth Justice Education | - | - | 85 | 85 |
| Crime Prevention Information Service | - | - | 43,670 | 43,670 |
| Youth Justice Project | | | | |
| - grant (2000) | - | - | 7,715 | 7,715 |
| - grant (2001) | - | - | 18,124 | 18,124 |
| - contribution (2001) | - | - | 39,726 | 39,726 |
| Family Law Translation | - | - | 5,756 | 5,756 |
| | 97,730 | 97,700 | 139,331 | 237,031 |
| **Expenses** | | | | |
| Salaries and benefits | 73,000 | 75,990 | - | 75,990 |
| Interest and bank charges | 230 | 188 | - | 188 |
| Programming | | | | |
| Law Foundation (Schedule 1) | 20,000 | 20,084 | - | 20,084 |
| Telephone | 2,000 | 2,005 | - | 2,005 |
| Travel | 2,500 | 2,054 | - | 2,054 |
| Family Law Series | - | - | 1,655 | 1,655 |
| Crime Prevention Speakers' Bureau | - | - | 65 | 65 |
| Echo Teen Parents | - | - | 9,926 | 9,926 |
| Youth Justice Display | - | - | 4,066 | 4,066 |
| Youth Justice Education | - | - | 85 | 85 |
| Miscellaneous | - | - | 10,114 | 10,114 |
| Crime Prevention Information Service | - | - | 43,670 | 43,670 |
| Youth Justice Project | | | | |
| - grant (2000) | - | - | 6,690 | 6,690 |
| - grant (2001) | - | - | 18,124 | 18,124 |
| - contribution (2001) | - | - | 39,726 | 39,726 |
| Family Law Translation | - | - | 5,756 | 5,756 |
| | 97,730 | 100,321 | 139,877 | 240,198 |
| **Deficiency of revenue over expenses** | $ - | $ (2,621) | $ (546) | $ (3,167) |

# COMMUNITY LEGAL INFORMATION ASSOCIATION OF PRINCE EDWARD ISLAND INC.
## STATEMENT OF SURPLUS
AS AT MARCH 31, 2001

| | 2001 | 2000 |
|---|---|---|
| **Surplus, beginning of year** | $ 7,173 | $ 8,113 |
| Deficiency of revenue over expenses | (3,167) | (940) |
| **Surplus, end of year** | $ 4,006 | $ 7,173 |

# COMMUNITY LEGAL INFORMATION ASSOCIATION OF PRINCE EDWARD ISLAND INC.

## BALANCE SHEET

AS AT MARCH 31, 2001

| | 2001 | 2000 |
|---|---|---|
| **ASSETS** | | |
| **Current** | | |
| Cash | $ 35,315 | $ 53,910 |
| Accounts receivable - Grants | 29,532 | 10,464 |
| - GST | 998 | 412 |
| | $ 65,845 | $ 64,786 |
| **LIABILITIES** | | |
| **Current** | | |
| Trade payables and accruals | $ 2,624 | $ 1,332 |
| Deferred revenue | 59,215 | 56,281 |
| | 61,839 | 57,613 |
| **SURPLUS** | | |
| **Surplus** | 4,006 | 7,173 |
| | $ 65,845 | $ 64,786 |

**On behalf of the Board**

..... Director

..... Director

# COMMUNITY LEGAL INFORMATION ASSOCIATION OF PRINCE EDWARD ISLAND INC.
## STATEMENT OF CASH FLOWS
YEAR ENDED MARCH 31, 2001

| | 2001 | 2000 |
|---|---|---|
| **Net inflow (outflow) of cash related to the following activities:** | | |
| **Operating** | | |
| Deficiency of revenues over expenses | $ (3,167) | $ (940) |
| Changes in non-cash operating working capital items | | |
| Accounts receivable - Grants | (19,068) | 3,316 |
| - GST | (586) | (60) |
| Prepaid expenses | - | 122 |
| Trade payables and accruals | 1,292 | (1,329) |
| Deferred revenue | 2,934 | 38,394 |
| **Net cash inflow (outflow)** | (18,595) | 39,503 |
| **Cash position, beginning of year** | 53,910 | 14,407 |
| **Cash position, end of year** | $ 35,315 | $ 53,910 |

# COMMUNITY LEGAL INFORMATION ASSOCIATION OF PRINCE EDWARD ISLAND INC.
## NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED MARCH 31, 2001

### 1. ACCOUNTING POLICY

The financial statements include the following significant accounting policy:

**Revenue Recognition**

Revenues, with the exception of donations, are recorded using the accrual method. Donations are recorded on the cash basis.

# COMMUNITY LEGAL INFORMATION ASSOCIATION OF PRINCE EDWARD ISLAND INC.
## LAW FOUNDATION EXPENSES
YEAR ENDED MARCH 31, 2001

| | Budget | Actual |
|---|---|---|
| Advertising | $ 700 | $ 574 |
| Audit | 1,300 | 1,429 |
| Board and committee | - | 365 |
| Law teachers workshop | 1,000 | 753 |
| Pamphlets | 1,500 | 1,161 |
| Resource centre | 3,000 | 2,209 |
| Salaries | 7,000 | 8,060 |
| Supplies | 3,000 | 2,834 |
| Toll-free line | 2,500 | 2,699 |
| | $ 20,000 | $ 20,084 |

# Provincial Contribution

**Statement of Provincial "in kind" contributions for Fiscal year April 1, 2000 -- March 31, 2001**

| | |
|---|---|
| Office Rental and utilities: | 17,000 |
| Supplies and Services: | |
| postage | 4,000 |
| photocopying and printing | 39,000 |
| In-Kind contribution to teachers workshop: | |
| travel costs and substitute teachers | 4,500 |
| **TOTAL:** | **64,500** |

# Volunteer Contributions

CLIA depends on volunteers to deliver our services into the community. This year we estimate that approximately $83,000 volunteer dollars were donated to CLIA. This includes time given by Board members, workshop presenters, speaker's bureau volunteers, and all those who reviewed our publications. One project alone: the legal information workshops for young single parents accounted for almost half of the time donated to CLIA this year.

# BUDGET 2001-2002

## Revenue

| | |
|---|---|
| **Sources** | |
| Justice Canada | 70,000 |
| Office of the Attorney General | 65,000 |
| Law Foundation | 20,000 |
| Law Society | 7,500 |
| Membership/donations | 50 |
| Interest | 30 |
| **Total** | **162,580** |

## Expenditures

| | |
|---|---|
| **Administration** | |
| Salaries and Benefits | 86,500 |
| Telephone | 1,550 |
| Travel | 1,500 |
| Supplies and Services (in-kind) | 48,000 |
| Supplies and Services | 2,030 |
| Audit | 1,300 |
| Bank | 200 |
| Office and utilities (in-kind) | 17,000 |
| **Programming** | |
| Resource Centres | 2,000 |
| Toll-free line | 2,500 |
| **Total** | **162,580** |